Teaching Station: Gilbert 224

1. Computer & Monitor: Mac or Windows
2. Crestron System Controller: Projector, Laptop, Lecture Capture, DVD, and DVI devices
3. Document Camera
4. DVD/VHS Player
5. Technology Help phone ONLY under desk! Emergency RED phone located on wall.

Crestron Features: Main Screen Menu

- 1. Logout
- 2. Clock
- 3. Audio Controls
- 4. Projector Controls
- 5. Source Controls

Document Camera / Visualizer

- To OPEN and CLOSE grab hand hook and push up or pull down.
- If this symbol appears in lower right corner of white platform, this can be used as a white board with dry erase pens – pens and eraser are not provided.

Document Camera Head Controls
- Zoom Control: Enlarge or shrink image
- Freeze Frame: Image displayed will stay projected when “FREEZE” is selected. When re-pushed projector will display the new live current view.
- Focus- or Focus+: Manual focus
- AF: Auto focus
- Extern MENU: Unassigned

Accessories Cable Cubby: Located directly behind computer. VGA, DVI, AUDIO cables. Adapters not provided.

Shelf: Located next to the DVD player.
Contains wireless mouse, DVD remote, wireless microphone (lapel), and extra batteries.

Do NOT remove the computer cables
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Choosing a SOURCE to Display
The SOURCE button allows you to select the device you wish to use with the projector.

- **Source**
  - Select Sources to Display
    - Right Projector
    - Left Projector

- **Computer**
  - Computer on podium (monitor is the computer. ON/OFF button is on the backside lower left).
  - Connecting your personal laptop, use VGA cable from CABLE CUBBY directly behind Monitor/Computer. Adapters to VGA or DVI are not provided.
  - Document Camera/Vizualizer (overhead camera to view 2D or 3D objects).

- **DVD**
  - DVD Player (remote control is required to operate player).
  - Connecting your personal laptop, use HDMI cable from CABLE CUBBY directly behind Monitor/Computer. VGA or DVI adapters are not provided.

**AUDIO Controls**
Select the AUDIO button from the main menu to access the audio controls for computer and microphone volume.

- **Audio**
  - Playback Volume
  - Speech Volume

- **Source**
  - If there is no sound, make sure MUTE button has not been selected. From here you can control the speech or playback volumes using the buttons for each.

**PROJECTOR Display Options**
Select the PROJECTOR button from the main menu to access options that affect what your audience is able to see on the projector screen.

- **Projector**
  - Blank Image: Allows you to show a blank screen to the audience on the projector. You can still see and use your device, the audience cannot.
  
  - Freeze On: Freezes the image on the projector. You can still see and use your device, the audience only sees the frozen image.

- **Screen**
  - Image Normal: Reverses the Blank Image button. Audience can now see what is displayed on your device.
  
  - Freeze Off: Reverses the Freeze On button. Audience can now see a live image of what is displayed on your device.

**DOC CAM Controls**
From the main menu, select the SOURCE button, then from the source menu select the DOC CAM button.

- **Source**
  - Doc Cam
  - Zoom +
  - Focus +
  - Text Enhance
  - Rotate
  - Iris +
  - Light
  - Auto Focus
  - Freeze
  - Zoom -

**SCREEN HEIGHT Controls**
Select the SCREEN button from the main menu to access controls that allow you to raise or lower the projector screen.

- **Screen**
  - Raise
  - Stop
  - Lower

**LOGOUT Control**
Logout of the Crestron controller is important to allow the equipment to cool down for next lecturer to have equipment available.

- **Logout**
  - Are you sure you want to log off?
  - Yes
  - No

**RESTARTING Computer**
Restarting the computer puts the computer back in a ready state for next lecturer, if you only logout this can make the next presenter delayed as the system takes fair amount of time to reboot.